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MONTHLY REPORT FOR THE CARTOGRAPHY DIVISION

Month of March 1959

A. Summary of Cartographic Production and Accomplishments

1. Production during the month of March showed a marked increase over previous months. The Division accepted requests for 116 maps and

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2. Division completions of maps and charts totaled 136 (vs. 97 for February).

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3. The workload of the NIS Map Coordinator also increased during the month, principally in rerun requests from the Map Library. Total job requests received from NIS contributing agencies amounted to 28 new jobs, two maps for final printing and 26 for proofing. In addition 61 rerun requests from D/GC were received and 12 service jobs for NIS contributors and D/GC were processed. A total of 109 jobs were sent to reproduction for printing or processing, 12 final NIS maps, 28 proofs, 57 reruns for D/GC and 12 service jobs. Returns from reproduction were 66 jobs, six final NIS maps, 27 proofs, 21 reruns, and 12 service jobs. Twenty-one NIS map requests and 21 reruns remain in the Coordinator's Office and 74 NIS finals and proofs were in process in reproduction at the end of the month.

4. The total number of maps and charts in process in the Division at the end of March was 448, a decrease of 22 over the previous month. The Division workload is distributed among the various Branches as follows:

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B. Administrative Problems and Other Activities

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1. As a result of operational requirements and [redacted] assignment outside the City on a special training project, additional requirements involving high priority work were placed upon the by Division by DD/P during March. Considerable overtime was required to meet these commitments.

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5. During the month, professional personnel in the Division attended sessions of the ACSM, the The Association for Asian Studies and the AAG at Pittsburgh.

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